Policy Title	Academic eligibility policy (undergraduate) Admissions
Responsible AIU Office (Higher Management/Directorate)	Vice President for Academic Affairs
Policy Owner (Executive Department/Office)	Admission and Registration
Pertinent Dates	Create Date: March 2022 Expire Date: must be updated each semester Revise Date: Approve Date: Effective Date:

I.   SCOPE OF POLICY

Academic Eligibility policy focuses on the rules and regulation set by the AIU and The Ministry of Higher Education regarding the eligible students to apply to AIU as a first-time admission to Higher Education Institute.

The policy presents the requirements from each type of high school graduates; ex: Thanawya Amma, Azhar, STEM, National, American, British, Abitur, Arab countries certificates. For which are subject to be updated each semester.

The policy also presents the procedures to apply through the central application form for National Universities, take the entrance exams and complete the admission to be an enrolled student.

II.   DEFINITIONS

Prospective Students: individuals from the community which to apply to AIU to become a student.
Applicant: prospective student who applies through the application form.
Student: accepted applicant who received acceptance letter in one of AIU programs and submitted all documents, paid the tuition and fees, signed all admission forms, and finally accepted by the MoHE.

III.   **POLICY STATEMENT**

Recruiting Faculties and Programs

Field	Program	سنوات الدراسة No. of Years
Pharmacy Sciences	Doctor of Pharmacy (Pharm D)	6 (219 CH)
Dental Medicine	Dental Medicine	6 (185 CH)
Engineering Sciences	Architectural Design & Digital Architecture	5 (165 CH)
	Biomedical Engineering	
	Biomedical Engineering in partnership with Louisville Uni.	
	Petroleum and Gas Engineering	
	Mechatronics	
	Engineering and Construction Management	
Computer Engineering	Artificial Intelligence Engineering	5 (165 CH)
	Computer Engineering	
Computer Sciences	Computer Science	4 (127 CH)
	Artificial Intelligence Science	4 (134 CH)
Business	Accounting and Information Systems	4 (140 CH)
	Marketing	
	Logistics & Supply Chain Management	
Arts and Design	Interior Design	4 (144 CH)
	Advertising Design and Communication in partnership with Leon Uni.	
	Graphic Design and Branding	
Science	Public Health	4 (-- CH)
Field of Basic Sciences	Molecular Biotechnology	4 (132CH)
	Sustainable Energy	

Enrollment Capacity/year

Field	Capacity
Pharmacy Sciences	480
Dental Medicine	350
Computer Sciences and Engineering	1125
Engineering	600
International Legal Studies	200
Business	600
Arts and Design	600
Science	420
Field of Basic Sciences	

Eligibility requirements from Thanawya Amma Graduates

Field	Minimum HS Grade
Pharmacy Sciences	78% Science Section
Dental Medicine	79% Science Section
Physical Therapy	78% Science Section
Engineering Sciences	65% Mathematics Section
Computer Engineering	
Computer Science	62% Mathematics & Science Sections
International Legal Studies	55% Mathematics, Science & Arts Sections
Business	55% Mathematics, Science & Arts Sections
Arts and Design	55% Mathematics, Science & Arts Sections
Science	58% Science Section
Field of Basic Sciences	58% Mathematics & Science Sections

Eligibility Requirements from Azhar Schools Graduates

Religion courses are subtracted from the overall grade. Where Cultural and Arabic Languages courses only are calculated. Student final percentage is calculated as follows
Total of cultural and Arabic Language grades /440*100 (Mathematics & Science Section)
Total of cultural and Arabic language grades /420*100 (Arts Section)

Field	Minimum HS Grade
Pharmacy Sciences	80% Science Section
Dental Medicine	
Physical Therapy	
Engineering Sciences	2021 – 70% Mathematics Section
Computer Engineering	
Computer Science	2021 – 60% Mathematics & Science Sections
International Legal Studies	55% Mathematics, Science & Arts Sections
Business	55% Mathematics, Science & Arts Sections
Arts and Design	60% Mathematics, Science & Arts Sections
Science	58% Science Section
Field of Basic Sciences	58% Mathematics & Science Sections

Eligibility Requirements from STEM Schools Graduates

Field	Minimum HS Grade
Pharmacy Sciences	74.66 % Science Section
Dental Medicine	77.72 % Science Section
Physical Therapy	77.72 % Science Section
Engineering Sciences	71.38 % Mathematics Section
Computer Engineering	71.38 % Mathematics Section
Computer Science	69.12% Mathematics & Science Sections
International Legal Studies	55% Mathematics, Science & Arts Sections
Business	55% Mathematics, Science & Arts Sections
Arts and Design	55% Mathematics, Science & Arts Sections
Science	58% Science Section
Field of Basic Sciences	58% Mathematics & Science Sections

Requirements from Arabian High School Certificate graduates

High School Certificates from Arabian Countries:

- o   Saudi Arabia Certificate (Grades + Skills exam),
- o   United Arab of Emirates,
- o   Kuwaiti Certificate,
- o   Qatari Certificate,
- o   Sudanese Certificate,
- o   Etc ….

- Religion subjects will be excluded from the final grade calculation.
- Students must pass all the required admission tests and other requirements if any.
- A prove of residence in the country of the graduating certificate for the student and the guardian parent.

Eligibility Requirements from American Diploma Graduates

Field	Minimum HS Grade
Pharmacy Sciences	Overall scores of 8 different subjects, including Chemistry, Physics, Math, English, and Biology + SAT I or ACT I or EST I >= 800 + SATII or ACT 2 or EST II >= 900(Optional) The total grade>= 80%
Dental Medicine	
Physical Therapy	
Engineering Sciences	Overall scores of ٨ different subjects, Chemistry, Physics, Math and English + SAT I or ACT I or EST I >= 800 + SATII or ACT 2 or EST II >= 900 **OR** Overall scores of 9 different subjects, Chemistry, Physics, Math and English, and Advanced Math + SAT I or ACT I or EST I >= 800 The total grade >=70%
Computer Engineering	
Computer Science	Overall scores of ٨ different subjects, Chemistry, Physics, Biology, Math and English + SAT I or ACT I or EST I >= 800 The total grade>= 60 %
International Legal Studies	Overall scores of 8 different subjects, including English and Math + SAT I or ACT I or EST I >= 800 The total grade>= ٥5%
Business	
Arts and Design	Overall scores of 8 different subjects, including English and Math + SAT I or ACT I or EST I >= 800 The total grade >= 60%
Science	Overall scores of 8 different subjects, Chemistry, Physics, Biology, Math and English + SAT I or ACT I or EST I >= 800 The total grade>= 58%
Field of Basic Sciences	

Other Requirements:

- Students must have achieved an overall score equivalent to Egyptian Thanweya Amma.
- College dashboard username and password for SAT and/or ACT subjects.
- Students must pass the Arabic exam of Thanweya Amma before or after the final acceptance in the university.
- Students must submit proof of 12 years of schooling.
- Students must pass all the required admission tests and other requirements if any.

Attestation:

1- Grade 10, 11 and 12 from:
   a. The issuing institute.
   b. General Examination Administration
   c. Ministry of Foreign Affairs or the Egyptian Embassy at the issuing country
2- SAT, ACT, and EST
   a. Amideast (for SAT only)
   b. General Examination Administration (ACT and EST only)
   c. Ministry of Foreign Affairs or the Egyptian Embassy at the issuing country (for SAT only)
3- Proof of 12 years of schooling attested from the education department
4- Private education attestation (a list of all school graduates)
5- Proof of passing the Arabic Exam attested from the education department

Eligibility Requirements from British Schools Graduates

Field	Minimum HS Grade
Pharmacy Sciences	Overall scores of 8 different subjects from OL, AL, ASL including Chemistry, Physics, Math, English, and Biology OL minimum grade =C AL or ASL minimum grade = D
Dental Medicine	
Physical Therapy	total grade >=80%
Engineering Sciences	Overall scores of 8 different subjects from OL, AL, ASL including Chemistry, Physics, Math, and English + 1 AL or ASL Math subject OL minimum grade =C AL or ASL minimum grade = D total grade >= 70%
Computer Engineering	
Computers Science	Overall scores of 8 different subjects from OL, AL, ASL including Chemistry, Physics, Math, English, and Biology OL minimum grade =C AL or ASL minimum grade = D total grade >=60%
International Legal Studies	Overall scores of 8 different subjects from OL, AL, ASL including English and Math OL minimum grade =C AL or ASL minimum grade = D The total grade>= ₀5%
Business	
Arts and Design	Overall scores of 8 different subjects from OL, AL, ASL including English and Math OL minimum grade =C AL or ASL minimum grade = D The total grade>= 60%
Science	Overall scores of 8 different subjects from OL, AL, ASL including Chemistry, Physics, Math, English, and Biology OL minimum grade =C AL or ASL minimum grade = D The total grade>= 58%
Field of Basic Sciences	

Other Requirements:

- Students must have achieved an overall score equivalent to Egyptian Thanweya Amma.
- The final grade is calculated from the past four years only for five trials most.
- Students must pass the Arabic and religion exams of Thanweya Amma before or after the final acceptance in the university.
- Students must submit proof of 12 years of schooling.
- Students must pass all the required admission tests and other requirements if any.

Attestation:

1- Original IG grades from
   a. the British Council
   b. Ministry of Foreign Affairs or the Egyptian Embassy at the issuing country
   c. General Examination Administration (inside Egypt)
2- Proof of 12 years of schooling attested from the education department
3- Proof of passing the Arabic and Religion Exam attested from the education department. (if the student took Arabic as first language in the OL, he will be exempt from submitting the Arabic exam)

Entrance Exams

The student who applies for AIU must take the entrance exam. exams take three hours and are held in one of the universities in Egypt or online for students whom live abroad. In the following topics:

1- English Exam
2- Critical thinking
3- Subject exam in the field that the student applied for. There are several fields where student may take exams in up to three of them; Medical, Science, Mathematics, Humanities and Art.

Field	Entrance Exam Subject
Pharmacy Sciences	Medical (Chemistry, Physics, Biology)
Dental Medicine	
Physical Therapy	
Engineering Sciences	Mathematics (Physics, Chemistry, Mathematics)
Computer Engineering	
Computers Science	
International Legal Studies	Humanities
Business	
Arts and Design	Art
Science	Science (Chemistry, Physics)

Entrance Exams Fees:

Students are allowed to take the entrance exams in up to three fields. Student will pay 750 L.E for one field, another 500 L.E for the second field, and another 500 L.E for the third and last field.

Required Documents during the application phase:
1- Copy of the high school certificate
2- Copy of the birth certificate.
3- Copy of the national ID/ or Passport for non-Egyptian applicants
4- A prove of residence in the country of the graduating certificate.
5- Copy of the receipt of the admission and Entrance Exams fees.

Required Documents during the admission phase:
1- Original high school certificate.
   a. A prove of spending 12 years of schooling for non-Egyptian certificates.
   b. Certificates obtained outside Egypt must be attested by the Egyptian embassy at the country the certificate was obtained at and the Ministry of Foreign Affairs of the country issuing the certificate.
2- Original birth certificate.
3- 2 copies of the national ID for Egyptian students. Or 1 copy of the passport for non-Egyptian students.
4- 6 new passport sized photos.
5- A prove of residence in the country of the graduating certificate for both the student and the guardian parent.
6- Military application for Male Egyptian students.
7- Receipt of Medical Check-up for 1000 L.E.
8- Receipt of the semester tuition fees.
9- Receipt of the annual Administrative Fees for 4250 L.E.
10- Receipt of Military training for male students only for 750 L.E.

Tuition to be deposited to the following bank account
National Bank of Egypt
AlAsema Branch
Account number ٠٠٩٣٠٧١١٨٠٣١٩٢٠١٠١٧

IV. RESPONSIBILITIES

- Students are responsible for applying through the application form and follow-up the application feedback and their email for any communication.
- Admission department personnel, are responsible for communicating with prospective students guiding them through the application process and offering information till they are admitted to the university.
- Ministry of Higher Education (MoHE), is responsible for setting the eligibility requirement each semester, controlling the application form, holding the entrance exams and announce the accepted applicants list.
- Supreme Council of Universities, Audit the eligibility of each student to be enrolled in the correspondence program and officially enroll them in the MoHE records.

V. POLICY STANDARDS AND PROCEDURES

1- Applying through the official link through the following link: https://admission.egypt-hub.edu.eg/.
2- First screening Checking the minimum requirements
3- Entrance Exams
4- Announcing the result of the admission after calculating the admission percentage which is a combination of (70% of high school grade + 30% of the entrance exams grade)
5- Sending acceptance email to accepted applicants though they are requested to submit the original and official documents at AIU admission office.
6- Students must attend the orientation week which is held at AIU campus.
7- Ministry of Higher Education enrolls accepted students in its records.

VI. FORMS/INSTRUCTIONS (if applicable)

Applying through the official link through the following link: https://admission.egypt-hub.edu.eg/.

VII. APPENDICES (if applicable)

Refer to the following policies:
1- Transfer student
2- Change program/faculty/university student
3- Tuition and fees
4- Scholarships

VIII. CONTACT INFORMATION

Email: admission@Aiu.edu.eg
Website: https://aiu.edu.eg/
Facebook Page: https://www.facebook.com/AiuOfficialgov
Tansik websit: https://admission.egypt-hub.edu.eg/

Triggered by:	Name: Nadia Eltelaity	Date: March 2022	Sig.
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